



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

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**"Jefferson County: Responsible government  
advancing quality of life"**

**\*REVISED 07-25-2018**

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** July 18, 2018

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of July 23, 2018

<b>Monday</b> <b>July 23, 2018</b>	No Scheduled County Meetings		
<b>Tuesday</b> <b>July 24, 2018</b>	Human Resources Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
<b>Wednesday</b> <b>July 25, 2018</b>	Executive Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Community Justice Collaborating Council (CJCC)	12:00 p.m.	Opportunities, Inc. 200 E. Cramer St, Fort Atkinson
<b>Thursday</b> <b>July 26, 2018</b>	Economic Development Consortium (JCEDC)	8:30 a.m.	UW Extension 864 Collins, Rd, Rm 8/9, Jefferson
<b>Friday</b> <b>July 27, 2018</b>	Law Enforcement and Emergency Management	8:30 am.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	<b>*Lower Spring Lake Protection &amp; Rehabilitation Lake District Board Meeting</b>	<b>3:00 p.m.</b>	<b>416 Zinnia Avenue, Palmyra</b>
<b>Saturday</b> <b>July 28, 2018</b>	No Scheduled County Meetings		
<b>Sunday</b> <b>July 29, 2018</b>	No Scheduled County Meetings		

**Agenda - Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 112**  
**Jefferson, WI 53549**

**Tuesday, July 24, 2018 @ 8:30 a.m.**

Committee Members: James Braugher, Chair; Kirk Lund; Gregory Patrick, Secretary; Laura Payne; Michael Wineke, Vice Chair

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of July 2, 2018, Human Resources Committee Minutes
7. Update and discussion regarding the 2018 Employee Classification and Compensation Study
8. Update and discussion regarding employer-sponsored health insurance options
  - a. Possible Action to recommend to the Executive Committee an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits
9. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(b), "considering dismissal, demotion, licensing or discipline of any public employee" to consider approval of the Sheriff's recommendation of employee discipline.  
*Note: For the purpose of the closed session, the Committee will be acting under the Civil Service Grievance Committee.*
10. Reconvene into open session for consideration and possible action regarding approval of the Sheriff's recommendation of employee discipline.
11. Review of June, 2018 Monthly Financial Reports for Human Resources and Safety
12. Report from Human Resources Director:
  - a. June, 2018, monthly accomplishments and goals
  - b. Vacant position requests
  - c. Emergency Help requests
  - d. Leave of Absence requests
  - e. Additional Steps and/or Benefits and/or Interim Appointments provided to employees
13. Set next meeting date and agenda items
14. Adjournment

**Next scheduled meeting: Tuesday, August 21, 2018 at 8:30 a.m.**

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

## **AGENDA**

### **Executive Committee**

**Jefferson County Courthouse  
311 S. Center Avenue  
Jefferson, WI 53549**

Wednesday July 25, 2018, Room 112, 8:30 a.m.

### **Committee Members**

Amy Rinard, Chair; Jim Braughler, vice-chair; Steve Nass, secretary; Jim Mode; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of June 27, 2018 committee meeting minutes
7. Approval of July 10, 2018 county board minutes
8. Communications
9. Discussion and possible action on County Board Size Recommendation
10. Discussion and possible action on Committee Structure Recommendation
11. Discussion and Possible Action to authorize an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits
12. Discussion and possible action on Wisconsin Counties Association (WCA) Referendum – Dark Store
13. Financial reports (June)
  - a. Clerk of Courts
  - b. Corporation Counsel
  - c. County Administrator
  - d. County Board
  - e. County Clerk
14. Update on Strategic Plan
  - a. Discussion and possible action on updating the Strategic Plan's Action Plan
15. County Administrator's monthly report
16. Discussion and possible action on tentative future meeting schedule and agenda items.
17. Adjourn

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

## ***Committee Members***

*William F. Hue*  
Circuit Court Judge

*Dwayne Morris*  
County Board Supervisor

*Susan Happ*  
District Attorney

*Paul Milbrath*  
Sheriff

*Carla Robinson*  
Clerk of Circuit Court

*John David*  
Mayor – City of Watertown

*Jeffrey De La Rosa*  
Public Defender's Office

*Brian Dykstra*  
Department of Corrections

*Ben Wehmeier*  
County Administrator

*Kathi Cauley*  
Human Services Director

*J. Blair Ward*  
Corporation Counsel

*Lynn Forseth*  
Literacy Council Executive Director

*Dale Lutz*  
Chiefs & Sheriff Assn. Representative

*Barbara LeDuc*  
President/CEO-Opportunities, Inc.

*Michael Wallace*  
President/CEO-Fort Healthcare

*Gail Scott*  
Health Department Director

*Kendall Wick*  
Child Support Agency Representative

## **AGENDA**

### **JEFFERSON COUNTY COMMUNITY JUSTICE COLLABORATING COUNCIL (CJCC) f/k/a CRIMINAL JUSTICE COLLABORATING COUNCIL**

Meeting Location: Opportunities Incorporated  
200 East Cramer Street  
Fort Atkinson, WI 53538

**Wednesday, July 25<sup>th</sup>, 2018 at 12:00 noon**

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from June 27, 2018 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Presentation about Opportunities Inc (LeDuc).
7. Presentation on Housing Initiatives.
  - Jefferson County and Opportunities Inc (LeDuc & Cauley)
  - Oxford House (Bill Lauer)
8. Reports as needed
  - Report from CJCC/Treatment Coordinator (Holler).
  - Update on Jefferson County Alcohol Treatment Court (JCATC) & Jefferson County Drug Treatment Court (JCDTC) outcomes. (Kristy Gusse)
  - Update on Secure Continuous Remote Alcohol Monitor (SCRAM) and Remote Breath. (Kristy Gusse)
  - Updates on Recidivism Council. (Forseth)
  - Update on monthly jail data. (JESO)
9. Future meeting dates:

August 22, 2018	12:00 noon
September 26, 2018	12:00 noon
10. Future agenda items.
11. Adjourn.

**Tour of Opportunities, Inc, before and following the meeting.**

**Lunch will be provided.**

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**Thursday, July 26, 2018– 8:30 am**  
864 Collins Road, Room 8&9, Jefferson, WI 53549

## **JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM (JCEDC) BOARD AGENDA**

### **Board Members**

Chairman: John David – City of Watertown

Steve Wilke – City of Lake Mills, Matt Trebatoski – City of Fort Atkinson, Timothy Freitag – City of Jefferson, Mo Hansen – City of Waterloo, David Carlson – City of Whitewater, Andrew Wescott-Barten – Village of Cambridge, Kyle Ellefson - Village of Johnson Creek

- I.** Call to Order – J David
- II.** Roll Call (Establish a quorum)
- III.** Certification of Compliance with Open Meeting Laws
- IV.** Approval of July 26, 2018 Agenda
- V.** Approval of Minutes – June 13, 2018
- VII.** Public Comment – Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.
- VIII.** JCEDC Reports – V Pratt
  - A.** Approval of Finance Report – July 26, 2018
  - B.** Discussion and Possible Action on 2019 Budget
- IX.** General Orders
  - A.** Directors Report – V Pratt
    - Pipeline Update
    - Website Update: Sites & Buildings Database – M Roberts/ J Olver
  - B.** Discussion and possible action on an application to the Jefferson County Revolving Loan Fund (RLF) – V Pratt
  - C.** Wisconsin River Rail Transit Commission – A Tietz/M Hansen
- X.** New Business – Board Recognition – J David
- XI.** Upcoming Meetings/Seminars
  - JCEDC Board of Directors, August 23, 2018, 8:30 am
- XII.** Adjournment

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Jefferson County  
Law Enforcement/Emergency Management Committee  
Courthouse, Room 112 / 311 S Center Avenue/ Jefferson WI 53549

Friday, July 27, 2018 @ 8:30 A.M.

COMMITTEE MEMBERS: Dwayne Morris (Chair), Kirk Lund, Greg David, Brandon White and James Braugher

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review the Agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time.
6. Approval of Minutes from the June 22, 2018 Meeting
7. Discussion and Possible Action on electrical bid for Securus Video Visitation Kiosks using Jail assessment monies
8. Review Emergency Management Budget
9. Discussion on Off-Site Plans 2018 Plan of Work – 1st Half
  - a. University of Wisconsin Whitewater (Update) – Whitewater - Sulfuric Acid, Max Daily Amount Reported 12,108 lbs. – Plan update complete and sent to state
  - b. Wal-Mart #1776 (Update) – Watertown – Sulfuric Acid, Max Daily Amount Reported Approximately 1,600 lbs. – Plan update complete and sent to state
  - c. Wisconsin Bell (Update) – Jefferson – Sulfuric Acid, Max Daily Amount Reported 1,018 lbs. – Plan update complete and sent to state
  - d. Americold (Update) – Jefferson – Anhydrous Ammonia, Max Daily Amount Reported 33,031 lbs. and Sulfuric Acid, Max Daily Amount Reported 8,844 lbs. – Plan update complete and sent to state
  - e. Reiss Industries (Update) – Watertown – 2,4 TOLUENE DIISOCYANATE, Max Daily Amount Reported 46,120 lbs. and 2,6 TOLUENE DIISOCYANATE, Max Daily Amount Reported 8,560 lbs. – Plan update complete and sent to state
  - f. AT&T – PV6106 (Update) – Watertown – Sulfuric Acid, Max Daily Amount Reported 3,563 lbs. – Plan update complete and sent to state

Discussion on Off-Site Plans 2018 Plan of work – 2<sup>nd</sup> Half

- a. Watertown Water Department – First Street (Update) – Watertown – Chlorine, Max Daily Amount Reported 750 lbs – visit scheduled
- b. Watertown Hops Co – Div of Millercoors LLC (Update) – Watertown – Anhydrous Ammonia, Max Daily Amount Reported 1,800 lbs. – Sulfuric Acid, Max Daily Amount Reported 64,207 lbs – visit to be scheduled
- c. AT&T – PV3106 (Update) – Fort Atkinson – Sulfuric Acid 1,596 lbs – visit complete and plan update in progress

- d. Ball Container Corp (Update) – Fort Atkinson – Sulfuric Acid, Max Daily Amount Reported 92,693 lbs. – Hydrofluoric Acid, Max Daily Amount Reported 3,001 lbs – visit complete and plan update in progress
- e. Spacesaver (Update) – Fort Atkinson – Sulfuric Acid, Max Daily Amount Reported 2,930 lbs. – visit scheduled
- f. Epic Resins (NEW) – Palmyra – Phosphorus, Max Daily Amount Reported 1,323 lbs. – visit complete and plan update in progress

10. Discussion on Emergency Management Daily Operations February 2018 through July 2018

11. Correspondence

12. Date and Time of Next Meeting – Friday, August 24, 2018 at 8:30 a.m.

13. Adjourn

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# **NOTICE**

## **Lower Spring Lake Protection & Rehabilitation Lake District Board Meeting**

**Friday, July 27, 2018                      3:00 p.m.**  
**416 Zinnia Avenue**  
**Palmyra, WI**

A meeting of the Lake District Board will be held on Friday, July 27<sup>th</sup> at 3pm for information gathering and discussion of aquatic plant management alternatives. The meeting will take place at 416 Zinnia Avenue in Palmyra.